

Title III Application Overview FY18

June 5, 2017

MASSACHUSETTS DEPARTMENT OF
ELEMENTARY AND SECONDARY
EDUCATION



Title III – Agenda for today

- Timeline
- What's new for this year
- Non-public schools
- Application structure
 - Forms required for submission
 - Forms **not** required for submission
- New allowable uses of funds
- Resources



Title III - Timeline

Spring: Non-public consultation

- District reaches out to all non-public schools located **within** the district
- Discusses possible services for ELs/Immigrants and staff
- Obtains signature on Title III Affirmation form
- Ongoing consultation for participating schools during the school year

July – October: Application Submission Period

- July/August: RFP posted
- September 1: Deadline to submit for September 1 start date
- September 30: Deadline to submit 180 application

July-November: Anticipated Review Period

- For applications received after September 1: start date will be determined based on when the application is **approvable**
- Applications will be reviewed within 30 days of submission



Title III – What's New for This Year

- ★ Overlay for federal programs (submit with **Title I** application)
- ★ Non-public affirmation form for all federal programs (submit with **Title I** application)
- ★ Title III Non-public Affirmation form kept at district
- ★ Budget “scratch paper” – not required
- ★ No WBMS
- ★ Fewer forms



Title III - Equitable Participation of Non-public Schools

- Consult with non-public schools located within district:
 - Contact all non-public schools to determine which schools will be participating prior to submitting the application (do this in the spring). Get signatures from all non-public schools.
 - Maintain signed Title III affirmation form at district (for all non-public schools in the district).
 - In consultation with the non-public schools, determine their needs (EL/immigrant student and professional development)
 - **No** funds go **to** the non-public school
 - District maintains control of the funds
- Non-public school count is included in district's allocation
 - Non-public schools submit counts to DESE in October



Title III – Application

- Local Plan Narrative* – one per application
 - Consortia LPNs must include a bulleted list of Title III activities for each member district
- Workbook
 - Cover sheet*
 - Budget pages, amendment sheet (“scratch paper”)
- Non-public (Form 5)*
- MOU (consortia only)*
- Reporting Elements

*Required to be uploaded



Title III - Local Plan Narrative

- ★ Form required to describe how funds will be used
- ★ Only **one** per applicant
 - ★ consortia provide bulleted local activities on the form for each district



Title III - Budget

- WBMS will not be used
- Use budget workbook as scratch paper – no need to upload (except signed cover sheet).
- Some Lines have too few lines for all activities. If you require more than four lines in a Line item, please combine “like” items.
- Provide a sufficient line item explanation for each item (column K in workbook).



Title III – Required in EdGrants

★ **All** applicants must submit:

- ★ Local Plan Narrative

- ★ A PDF of the completed, signed cover page

 - ★ Make sure it is dated

 - ★ Make sure “Amount Requested” is included

- ★ Non-public Participation form (old “Form 5”)

★ Consortia must also submit:

- ★ MOU



Title III - Amendments

- An amendment is needed for a Line item change, or a program change
- Submission Deadlines:
 - 30 days prior to the proposed change
 - 30 days before the project end date
- Please email grant reviewer and copy TitleIII@doe.mass.edu that you are requesting an amendment.
- After completing the amendment e-mail same so that it can be reviewed/approved.



Title III – Changes in Fund Use

★ Admin

- ★ Used for direct administrative costs only
- ★ Cap is 2%

★ Pre-school

- ★ Supplemental services/PD

★ Early College/Dual Enrollment

- ★ Agreement with IHE
- ★ Can be for credit



Title III - Reminders

- Letters of intent to form a consortium
 - Due to Melanie by June 16, 2017.
 - Letters due for all districts in new and existing consortia.
- If you're unsure about something, please ask:
 - Melanie Manares mmanares@doe.mass.edu
781-338-3573
 - Beth O'Connell eoconnell@doe.mass.edu
781-338-3571



Title III - Resources

- ★ Title III DESE: <http://www.doe.mass.edu/ell/titleIII/default.html>
- ★ Non-Regulatory Guidance: **Fiscal Changes and Equitable Services Requirements** (November 2016)
- ★ Non-Regulatory Guidance: **English Learners and Title III** of the Elementary and Secondary Education Act as amended by the Every Student Succeeds Act (September 2016)
 - ★ <https://www2.ed.gov/policy/elsec/leg/essa/essatitleiiiguidentenglishlearners92016.pdf>
- ★ Title III, Part A **Equitable Services to Private School Students, Teachers, and Other Educational Personnel** Non-Regulatory Guidance (July 2015)
- ★ Title IX, Part E Uniform Provisions *Equitable Services for Eligible Private School Students, Teachers, and Other Educational Personnel* Non-Regulatory Guidance (March 2009)
 - ★ <https://www2.ed.gov/policy/elsec/leg/esea02/pg111.html>

